

**BY ORDER OF THE COMMANDER
DAVIS-MONTHAN AIR FORCE BASE**



AIR FORCE MANUAL 31-116

**AIR COMBAT COMMAND
Supplement**

**DAVIS-MONTHAN AIR FORCE BASE
Supplement**

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Security

MOTOR VEHICLE TRAFFIC SUPERVISION

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This publication implements Air Force Instruction (AFI) 31-218(I), *Air Force Motor Vehicle Traffic Supervision*, dated 22 May 2006, certified current 15 July 2011, and supplements Air Force Manual (AFMAN) 31-116, Air Combat Command Supplement (ACCSUP), dated 25 April 2013. It is not intended as a standalone document. It assigns responsibilities and establishes procedures for motor vehicle traffic supervision on Davis-Monthan AFB (DMAFB). This includes, but is not limited to granting, suspending, or revoking the privilege to operate a privately owned vehicle; driver performance records; traffic supervision; and vehicle impoundment processes. It applies to military and civilian personnel operating motor vehicles on DMAFB. Send recommendations for changes to this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.mv.af.mil/gcss-af61a/afrims/afrims/>.

1.1. **(Added) Program Management.** This supplement implements policy, installation traffic code, assigns responsibility, and establishes procedures for motor vehicle traffic supervision on DMAFB.

1.2. **(Added) Responsibilities.** The 355th Fighter Wing Commander (355 FW/CC), or designee, can modify these policies and procedures when traffic operations necessitate special measures to meet mission unique requirements or to ensure public safety.

1.2.1. **(Added) Traffic Planning.** Civil Engineering (CE) will develop the Traffic Circulation Plan for DMAFB. This will be accomplished through the Traffic Safety Coordinating Group and be approved by the 355 MSG/CC.

1.2.2. **(Added)** Road signs and speed limits will conform to National Highway Safety Program Standards and the Manual on Uniform Traffic Control Devices for Streets and Highways. CE conducts traffic control studies as needed, to ensure uniform and effective traffic planning, and will coordinate these studies with the Defense Force Commander (DFC).

1.3. **(Added) Delegation of Authority.** The 355th Mission Support Group Commander (355 MSG/CC) is the installation commander's designee for all matters relating to traffic supervision on DMAFB to include suspension or revocation of driving privileges. The DFC establishes procedures to evaluate traffic violations and vehicle accidents. Results should be provided to the Traffic Safety Coordinating Group, safety office and/or law enforcement patrols.

1.4. **(Added) Traffic Violation Reports.** DMAFB has proprietary legislative jurisdiction and therefore issues all traffic violators DD Form 1408, *Armed Forces Traffic Ticket*.

2.1. **(Added) Requirements for Driving Privileges.** Persons TDY from OCONUS to DMAFB may use their non-United States international driver's licenses supported by a DD Form 2, *Department of Defense Common Access Card*, or other acceptable identification media IAW AFI 31-113, *Installation Perimeter Access Control*. Personnel newly assigned to DMAFB will ensure they meet applicable state licensing requirements within 30 calendar days of reporting to the base.

2.2.1.1 **(Added)** All vehicles entering and exiting the base at the installation entry points and controlled/restricted areas contained therein are subject to inspection and/or search. Written guidelines to stop, inspect, and search motor vehicles are published in AFI 31-101, *Integrated Defense*, as supplemented, and the *DMAFB Integrated Defense Plan* (DMAFB IDP). However, information on these procedures is FOUO/Law Enforcement Sensitive and restricted from public release.

2.2.1.2. **(Added)** Failure to comply with random, command-directed searches may result in detainment, apprehension, and/or debarment from the installation. Additionally, persons refusing to submit to command-directed random installation entry point checks will have their driving privileges suspended/revoked for 1 year.

2.3. **(Added) Implied Consent to Blood, Breath or Urine Tests.** Information on implied consent to blood, breath, or urine tests will be provided to all newcomers during base in-processing.

2.4.1. **(Added)** Vehicles illegally parked on installation roadways or parking lots (except authorized vehicles in the TDY or Outdoor Recreation Lot) for an unreasonable period or other reason listed in AFI 31-218 (I), paragraph 2-3 (b) and paragraph 6-2 are subject to impoundment. An “unreasonable” period, as it relates to a parked vehicle on DMAFB, is determined by the installation commander or applicable authority. The vehicle will be considered abandoned and may be impounded IAW AFI 31-218, Chapter 6 and this supplement.

2.4.2. **(Added)** Information on implied consent to vehicle impoundment will be provided to all newcomers during base in-processing.

2.4.3. **(Added)** Inform all newcomers during base in-processing about requirements concerning notification of host or home state licensing office and the national register for motor vehicle or criminal infractions IAW AFI 31-218, paragraph 2-3c and AFMAN 31-201v7, paragraph 1.9.

2.5. **(Added) Suspension or Revocation of Driving Privileges.** The 355 MSG/CC has discretionary authority and may suspend or revoke installation driving privileges for lawful reasons both related and unrelated to traffic violations and/or safe vehicle operations. SF issues a pre-signed suspension/revocation letter on behalf of the 355 MSG/CC and this suspension letter automatically becomes a revocation upon adjudication.

2.5.1. **(Added)** 355 MSG/CC may suspend habitual non-moving violators, 0 point assessed, at his/her discretion.

2.5.1.1 **(Added)** In addition to guidelines noted in AFI 31-218, paragraph 2-4, table 5-1, and paragraph 5-4f, the 355 MSG/CC can suspend/revoke for moving and non-moving violations as follows :

2.5.1.1.1 **(Added)** 1 year for driving or permitting the operation of an uninsured vehicle in violation of the vehicle code.

2.5.1.1.2. **(Added)** 1 year for accumulating 12 moving violation points within 12 consecutive months, or 18 moving violation points within 24 consecutive months.

2.5.1.1.3. **(Added)** Up to 6 months if a driver continually violates installation parking regulations.

2.5.1.1.4. **(Added)** 1 year for persons refusing to submit to command-directed random installation entry point checks.

2.5.1.3. **(Added)** On the installation, operation or actual physical control of any vehicle is prohibited by a person whose blood alcohol content (BAC) limit is at or above 0.08 grams of alcohol per 100 milliliters of blood or 0.08 grams of alcohol per 210 liters of breath. Article 111, UCMJ.

2.5.2.2. **(Added)** The 355 SFS/S5R follows procedures outlined in AFMAN 31-201, Volume 7. *Security Forces Administration and Reports*, and use the Security Forces Management Information System (SFMIS) to forward and receive pertinent records. Additionally, suspension/revocation actions will be entered into the Defense Biometric Identification System.

2.5.2.3. **(Added)** For DMAFB, suspensions/revocations will run consecutively.

2.5.3. **(Added)** Procedures for Suspensions/Revocations. Base Defense Operations Center (BDOC) issues a pre-signed suspension/revocation letter on behalf of the 355 MSG/CC and this suspension letter automatically becomes a revocation upon adjudication. Specific circumstances under which revocation is authorized are outlined in AFI 31-218(I), paragraph 2-4(b).

2.5.3.1. **(Added)** Issue a pre-signed notice of suspension/revocation of base driving privileges to any individual apprehended or charged with an intoxicated driving offense on the installation prior to their release from BDOC.

2.5.3.2. **(Added)** Issue a pre-signed notice of suspension/revocation of base driving privileges pending resolution of an intoxicated driving incident which involves active duty military personnel, their family members, retired members of the military service, and DoD civilian personnel regardless of the geographic location of an intoxicated driving incident.

2.5.3.3. **(Added)** All military and DoD affiliated individuals will notify their first sergeant or commander within 24 hours when they do not meet state driver licensing requirements such as when an individual's driver license is suspended. First sergeants or designated representatives will transport military individuals to the Davis-Monthan BDOC for issuance of a pre-signed suspension/revocation memorandum by the on-duty BDOC controller within 24 hours.

2.5.3.4. **(Added)** Upon notification of an off-base incident involving a DoD civilian assigned to DMAFB, 355 SFS/S5R will provide the individual's unit commander or designee with the notice of suspension/revocation memorandum for issuance within 5 calendar days. 355 SFS/S5R will issue a notice of suspension/revocation of base driving privileges memorandum via certified mail upon notification from a credible source of an intoxicated driving offense by all other DoD affiliated civilians (i.e. military family members and retired members of the military) regardless of the geographic location of the offense.

2.5.3.5. **(Added)** Issue a pre-signed notice of suspension/revocation of base driving privileges to any individual on the installation who refuses to take or complete a lawfully requested chemical test to determine blood alcohol content (BAC) or breath alcohol content (BrAC) for alcohol or other drugs.

2.5.3.6. **(Added)** Issue a pre-signed notice of suspension/revocation of base driving privileges to military and DoD affiliated civilians identified in this supplement who refuse to complete a lawfully requested chemical test to determine BAC or BrAC for alcohol or other drugs regardless of geographic location of the incident.

2.5.3.7. **(Added)** Issue a pre-signed notice of suspension/revocation of base driving privileges to any individual on the installation who refuses to submit to command-directed random installation entry point checks.

2.5.3.8. **(Added)** All issued pre-signed suspension/revocation memorandums are forwarded to the 355 MSG/CC for review by 355 SFS/S5R IAW AFMAN 31-201V7 paragraph 1.8. Once the 355 MSG/CC reviews the request, results are forwarded to the affected unit commander/agency chief and 355 SFS/S5R for further action, if applicable.

2.5.3.9. **(Added)** Reinstatement of driving privileges for persons suspended/revoked occurs on the day after the suspension ends, provided no other violations occur during the suspension/revocation period. Prior to reinstatement, unit commanders will ensure all

requirements have been satisfied by forwarding pertinent documentation to 355 SFS/S5R, IAW AFI 31-218(I), paragraph 2-8 and 2-9.

2.5.3.10. **(Added)** For reinstatement of driving privileges for persons suspended/revoked for alcohol/drug related offenses, attendance of the 355 MDOS/SGOHMA Substance Abuse Education Class is mandatory for all military members, their dependants, and DoD or other employed civilians on DMAFB IAW AFI 44-121, *Alcohol and Drug Abuse Prevention and Treatment (ADAPT) Program*. The 355 MDG may substitute, on a case-by-case basis, comparable courses from other military services, state (such as Mothers Against Drunk Driving), or federal agencies.

2.5.3.11. **(Added)** Restricted Driving Privileges or Probation. DMAFB exercises proprietary jurisdiction and therefore may not grant restricted driving privileges, probation, or reinstatement to any person whose civilian driver's license is under suspension or revocation by a state or federal licensing authority. Persons suspended/revoked may initiate requests for partial/restricted base driving privileges for assigned military personnel, their family members, assigned DoD civilians/contractors whose civilian driver's license is not under suspension or revocation by a state or federal agency but whose base driving privileges are suspended/revoked. Forward all partial, restricted, or reinstatement of base driving requests through 355 SFS/S5R, specifying circumstances surrounding the initial suspension/revocation action and reason(s) for consideration of granting partial, restricted or reinstatement of base driving privileges. 355 SFS/S5R will verify civilian licensing status prior to forwarding commander/retiree requests to 355 MSG/CC. Once the 355 MSG/CC adjudicates the request, results are forwarded to the requesting unit commander and 355 SFS/S5R for further action, if applicable. 355 SFS/S5R notifies retired military personnel of 355 MSG/CC determinations as appropriate. If the 355 MSG/CC authorizes restricted driving privileges, the operator will carry a copy of the "Restricted Driving Privileges Letter" and present it to installation security forces personnel upon request.

2.5.3.12. **(Added)** Restoration of Driving Privileges on Acquittal. If a final disposition indicates a finding of not guilty, charges are dismissed or reduced to an offense not amounting to intoxicated driving, or where an equivalent determination is made in a nonjudicial proceeding, the suspension of driving privileges for military and civilian personnel shall be restored. However, regardless of the final disposition, these suspensions will be enforced if any of the exceptions in AFI 31-218 (I) paragraph 2-9 (a-b) exist.

2.5.4. **(Added)** Administrative due process for suspensions and revocations for DMAFB are detailed in AFI 31-218 (I), paragraph 2-6. Individuals desiring to rebut or request a hearing (personal appearance) in response to a suspension/revocation must submit their request in writing to the 355 MSG/CC, through their commander and the 355 SFS/S5R. The request must include a copy of all documents relevant to the incident and must be submitted so they are received by the 355 MSG/CC within 14 calendar days of suspension/revocation action. Hearings take place within 14 calendar days of the receipt of the hearing request. 355 SFS/S5R personnel will give the individual additional instructions on how to submit the request, if the individual requests it.

2.5.5. **(Added)** DMAFB unit commanders have discretionary authority to initiate a request to suspend an individual's authorization to operate a motor vehicle on the installation. The unit commander forwards a request for suspension describing the circumstances surrounding the request, recommended suspension duration, and justification through 355 FW/JA to the 355

MSG/CC staff for consideration. Unit commander's recommended suspension duration may not be less than suspension/revocation assessments established in AFI 31-218 (I). Once the 355 MSG/CC adjudicates the request, results are forwarded to the requesting unit commander and 355 SFS/S5R for further action, if applicable. Administrative due process is the same as described in paragraph 2.5.4 above.

3.1. (Added) Driver and Vehicle Requirements. Vehicle operators must present the following items when requested by security forces or other authorized installation personnel: state/international driver's license, certificate of vehicle registration and proof of insurance. Proof of insurance may be presented to authorities via a wireless communication device. Adequate liability insurance coverage is required to enter, operate, and/or park a vehicle on the installation. The minimum limits of Arizona's liability insurance coverage are:

3.1.1. (Added) \$15,000 bodily injury liability for one person.

3.1.2. (Added) \$30,000 bodily injury liability for two or more persons.

3.1.3. (Added) \$10,000 property damage liability.

3.2. (Added) Motorcycles, Motor Scooters, and Mopeds. See AFI 91-207, *The US Air Force Traffic Safety Program*, as supplemented, for safety course requirements to operate motorcycles, motor scooters, and mopeds on DMAFB.

3.3. (Added) Visitor/Vehicle Passes. DMAFB does not issue vehicle passes nor requires base vehicle registration. All visitors that will operate a vehicle on the installation are required to present a valid operator's license, vehicle registration, and proof of insurance, prior to pass issuance, to operate a motor vehicle on the installation.

4.1. (Added) Installation Traffic Codes. The DMAFB Traffic Code conforms to applicable Arizona Revised Statutes (ARS) and Tucson City Code (TCC). Refer to Attachment 3 for the DMAFB Traffic Code. Should conflicts occur; the ARS & TCC have precedence.

4.1.1. (Added) Restraint Systems. Operators and passengers of all vehicles operated on DMAFB will wear seat belts in a manner designed by the manufacturer (i.e., wear seatbelts with shoulder straps/belts over the shoulder and not under the arm). Vehicle operators are responsible for ensuring all vehicle occupants wear/utilize required restraint devices on DMAFB. IAW Arizona Revised Statute (ARS) 28-909 vehicles manufactured before model year 1972 do not require a restraint (seat belt) system. If an owner elects to install a restraint system, the system must meet federal traffic safety standards.

4.1.1.1. (Added) ARS 28-907 mandates children under 5 must be in an approved child restraint system. Children between the ages of 5 and 8 and are no more than 57 inches tall (4 feet, 9 inches) must be in a Child Restraint System, which is defined, by law, as an add-on child restraint system, a built-in child restraint system, a factory-installed built-in child restraint system, a rear-facing child restraint system or a booster seat as defined in 49 Code of Federal Regulations, Section 571.213. If stopped by law enforcement, the driver will provide the age and height of the child/children in the vehicle if asked.

4.1.1.1.1. (Added) The following situations are exempt from ARS 28-907: Motor vehicles originally manufactured without seat belts (prior to 1972), recreational vehicles, public transportation, buses, school bus, transporting a child in an emergency to obtain medical care.

4.1.3. **(Added)** Off-Highway Vehicle (OHV) Use. There are no approved areas on DMAFB for recreational OHV use. Government owned OHVs may be utilized on the installation during contingencies, exercises, increased FPCONs, emergencies, and when deemed necessary by the appropriate unit commander. OHVs may be operated on DMAFB roads provided the below standards are met:

4.1.3.1. **(Added)** At least one brake that can be operated by hand or foot,

4.1.3.2. **(Added)** Brake light

4.1.3.3. **(Added)** At least one, but not more than two, headlights that shine at least 500 feet ahead

4.1.3.4. **(Added)** At least one taillight visible for at least 500 feet to the rear

4.1.3.5. **(Added)** At least one red rear reflector, if not part of the taillight

4.1.3.6. **(Added)** License plate securely fastened to the rear of the OHV

4.1.3.7. **(Added)** License plate light

4.1.3.8. **(Added)** Horn audible from a distance of at least 200 feet

4.1.3.9. **(Added)** Muffler in good working order and in constant operation. Muffler cutout, bypass or similar device prohibited.

4.1.3.10. **(Added)** Rearview mirror.

4.1.3.11. **(Added)** Seat and footrests for the operator.

4.1.3.12. **(Added)** Fuel tank cap.

4.1.3.13. **(Added)** Certain OHVs may require emissions testing. Contact the local AZ Motor Vehicle Division office for specific OHV emissions requirements.

4.1.4. **(Added)** Cellular phones. Use of non-hands free cellular telephones while operating a motor vehicle on base is prohibited. Vehicle operators using non hands-free cellular phones must exit the main roadway and bring their vehicle to a complete stop out of the flow of traffic before using the phone. This policy extends to text messaging or 'texting'. Texting is defined as, "reading from or entering data into any handheld or other electronic devices," to include, "e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval of electronic data communication." **Note:** Violators are cited and assessed three moving violation points per table 5.1 of this supplement.

4.2.1. **(Added)** Traffic Accident Investigation. Security Forces typically do not respond to minor vehicle accidents.. On-duty security forces supervisory personnel will use alternative call-handling procedures such as walk-in reports at the BDOC for minor (non-disabling and non-injury) traffic accidents. Security Forces will investigate all Major Vehicle Accidents. Major Vehicle Accidents meet any of the following criteria:

4.2.1.1. **(Added)** Damage equal to or greater than \$10,000.

4.2.1.2. **(Added)** Any injury sustained as a result of the crash.

4.2.1.3. **(Added)** Disabling damage to vehicle(s) that prevents a vehicle from being safely operated.

4.2.1.4. **(Added)** All other accidents are considered Minor Vehicle Accidents.

4.3.1. **(Added)** Traffic Accident Investigation Reports. Minor Vehicle Accidents will be reported to the BDOC within 24 hours of the incident. Minor Vehicle Accidents will be recorded in the BDOC Blotter at the time of the report. Major Vehicle Accident will be reported immediately by the most expedient means possible (i.e. telephone). BDOC will make vehicle accident notifications IAW established Security Forces Operating Instructions, BDOC checklists and/or the BDOC notification matrix.

4.3.2. **(Added)** All military members assigned to DMAFB will report all off-base Major Vehicle Accidents, or any accident that causes damage to government equipment, to the BDOC within 24 hours.

4.3.2.1. **(Added)** Off-base Major Vehicle Accident reports obtained by 355 SFS from Tucson Police Department may be released to the DMAFB legal office and relevant commanders per the MOA between the 355 FW and Tucson Police Department. Off-base Major Vehicle Accident reports obtained by 355 SFS from other civilian police agencies may be released to another base agency IAW secondary dissemination rules. All other base units or agencies may also request off-base Major Vehicle Accident civilian police reports directly from the generating agency.

4.3.3.6. The 355 SFS on-duty flight sergeant with responsibility delegated from the DFC, will develop local response and investigative procedures for various types of accidents to include minor vehicle accidents.

4.4.1. **(Added)** Reserved Parking. The 355 CES/CC authorizes base reserved parking spaces. Submit requests for additional reserved spaces to the Traffic Engineer's office. The Traffic Safety Working Group (TSWG) will review all requests. If approved by the TSWG, the request will go to the appropriate Group/CC and FW/CC for approval. See Attachment 2 of this instruction for a current listing of authorized installation reserve parking spaces. Any additional approved reserve parking spaces will be identified by 355 CES in 355 FW/CC Guidance Memorandums until incorporation into this base supplement.

4.4.1.1. **(Added)** Reserved parking spaces that are not identified in Attachment 2 of this supplement, will not be enforced by Security Forces.

4.4.1.2. **(Added)** 355 CES will ensure installation parking lots meet federal handicapped parking requirements IAW Uniform Federal Accessibility Standards.

4.4.1.3. **(Added)** Assigned personnel leaving for temporary duty (TDY) may park their privately owned vehicle within the marked (TDY Parking) area adjacent to building 5405 after receiving approval through their First Sergeant and completing the TDY parking placard found in Attachment 5 of this supplement.

4.4.1.4. **(Added)** Prior to granting TDY parking approval, First Sergeants will ensure vehicles are insured and registered for the duration of the TDY. Upon verification of vehicle insurance/registration First Sergeants will also ensure completion and accuracy of the required information on the two-part TDY parking placard found in Attachment 5 of this supplement.

Upon parking the vehicle, owners will place the top portion of the completed placard inside the vehicle, ensuring all information on the placard is easily visible through the driver's side

windshield. The bottom portion of the placard will be maintained by the appropriate First Sergeant.

4.4.1.5. **(Added)** Recreational vehicles such as boats, campers, trailers and motor homes are not authorized to be parked in the TDY parking area. Recreational vehicles are permitted in Soaring Heights Communities areas only for the purposes of loading and unloading before or after a trip. This should take no more than 24 hours on each end of the trip. Recreational vehicles can be parked in the Outdoor Recreation parking lot located on Yuma Road. Contact Outdoor Recreation at 228-3736, for further information.

4.4.1.6. **(Added)** Parking POV's for extended periods in base parking lots, other than the TDY and outdoor recreation parking areas, is not authorized. An extended period is defined as 3 calendar days. Violations may result in vehicle impoundment.

4.4.2. **(Added)** Use only signs manufactured by 355 CES, or approved contractor, to designate parking slots.

4.4.3. **(Added)** A parking warden program is not utilized on DMAFB.

4.5. **(Added)** Refer to the MOA between the 355 FW and Tucson Police Department for local procedures involving off-installation traffic activities.

5.1. **(Added) Driving Records.** Use DBIDS to record suspension or revocation actions in addition to SFMIS.

Table 5.1. (Added) Point Assessment for Moving Violations

(Added) Apply the following point system on DMAFB in addition to AFI 31-218(I), Table 5-2, and AFMAN 31-116, Table 5.1.:

Violation	Points Assessed
(Added) Improper, imprudent, or inattentive driving *Causing accident/damage to government/private property, add 1 point.	2
(Added) Transporting an open container of an alcoholic beverage	3
(Added) Failure to Obey General Order	3
(Added) Non-hands free portable electronic device use *IAW paragraph 4.1.4. of this supplement	3

Table 5.1, Note 3 (Added) For DMAFB, when two or more moving violations are committed on a single occasion, points are assessed for the highest point value.

Table 5.2, Note 1 (Added) For DMAFB, when two or more non--moving violations are committed on a single occasion, points are assessed for the highest point value.

5.2.1.1. **(Added)** Individuals may request to appeal a traffic ticket (if appropriate) within 5 duty days of receiving it. Refer to AFMAN 31-201v7, paragraphs 1.1 through 1.3 for guidance on rebutting the DD Form 1408.

5.2.1.2. **(Added)** The 355 SFS/CC will evaluate the circumstances surrounding the alleged violation, endorse the appeal with his/her findings, and forward it to the 355 MSG/CC within 5 duty days of the receiving the individual's appeal.

5.2.1.3. **(Added)** The 355 MSG/CC is the final authority on traffic citation appeals. The 355 MSG/CC forwards the results of his/her findings to 355 SFS/S5R for action.

5.2.1.4. **(Added)** At the discretion of 355 SFS/CC, SF may issue "fix it" tickets to individuals for minor vehicle defect(s), no registration, and/or proof of insurance card but current in ACJIS, etc. A "fix-it" ticket is held by BDOC for 3 duty days giving the individual time to correct the violation. The individual has 3 duty days to fix the deficiency and provide proof to BDOC. If proof is provided within 3 duty days, BDOC destroys all copies of the ticket. If not, BDOC will forward the ticket to 355 SFS/S5R for action when deficiencies are not corrected within 3 duty days.

5.2.2. **(Added)** 355 SFS/S5R notifies unit commanders on behalf of the 355 MSG/CC when they initiate action to suspend driving privileges based on accumulated points. The 355 MSG/CC adjudicates all suspension/ revocation actions. The appeal/rebuttal process is the same as described in paragraph 2.5.4.

5.3.1. **(Added)** 355 SFS/S5R will forward a copy of Individual History Records to include Suspension/Revocation of Driving Privileges to the DFC at the gaining installation via SFMIS.

5.3.2. **(Added)** 355 SFS/S5R will add inbound personnel to the SFMIS and suspension/revocation list upon receipt of appropriate documentation from the losing installation.

6.1.1. **(Added)** In addition to conditions in AFI 31-218 (I), chapter 6, if the current location of a POV hinders safety, mission requirements, or threatens installation force protection and must be relocated without delay, make all feasible attempts to locate the owner/operator of the vehicle. If contact cannot be made, the 355 MSG/CC or higher may authorize the 355th Logistics Readiness Squadron or a commercial towing company to tow the vehicle to an off-base location. Vehicles which create a safety hazard to the general public or threaten installation force protection or mission requirements may face immediate impoundment as determined by 355 MSG/CC or higher.

6.1.2. **(Added)** "Abandoned" is defined as: Giving up by leaving, ceasing to operate, or surrendering one's claim or right to the vehicle in question.

6.1.3. **(Added)** "Derelict Vehicles" are defined as those vehicles: Whose certificate of registration has expired and the registration and legal owner no longer reside at the address listed on the last certificate of registration with DMV; and/or whose major parts have been removed so as to render the vehicle inoperable and incapable of passing inspection as required under existing standards; and/or whose manufacture's serial plates, vehicle identification number, license number plates and any other means of identification have been removed so as to nullify efforts to

locate or identify the registered and legal owner; and/or whose registration and legal owner of records disclaims ownership or releases his right thereto.

6.2.1. **(Added)** Once the vehicle has been identified as abandoned or derelict, the DD Form 2504, *Abandoned Vehicle Notice*, will be placed on the vehicle considered unattended. This action will be documented by an entry in the BDOC blotter. The owner will be allowed 3 duty days from the date the vehicle is tagged to remove the vehicle or correct the violation before impoundment action is initiated. The instructions listed on DD Form 2504 must include contacting SF Investigations (355 SFS/S2I) who is the focal point for abandoned vehicles. The original and second copy of the DD Form 2504 will be given to 355 SFS/S2I for further processing.

6.2.2. **(Added)** Removal. Investigations will accomplish a DD Form 2505, *Abandoned Vehicle Removal Authorization*, and a DD Form 2506, *Vehicle Impoundment Report* as a record of the actions taken. A final attempt to contact the owner will be made via certified mail. If the certified mail is returned, the on-call tow company will be contacted and arrangements for the tow will be made under the direct supervision of 355 SFS personnel.

6.2.3. **(Added)** If the owner is identified after his/her vehicle is towed, that owner will be responsible for the necessary expenditures to the tow company in order to retrieve his/her vehicle.

6.3.1. **(Added)** The fenced lot within the recreational vehicle parking lot is the 355 SFS impound lot. 355 SFS/S2I serves as the custodian of the lot and coordinates disposition of vehicles, as evidence or vehicles involved in criminal activity, in accordance with AFI 31-218(I), AFI 31-115 Security Forces Investigations Program, and DoD Directive 4160.21-M, Defense Reutilization and Marketing Manual.

6.3.2. **(Added)** 355 SFS/S2I personnel will inventory the contents of vehicles, with evidential value, placed in the lot and will record information on DD Form 2506, *Vehicle Impoundment Report*. They may use a military working dog to search the vehicle based upon the circumstances.

6.3.3. **(Added)** Search Incident to Impoundment Based On Criminal Activity. Coordinate with 355FW/JA before searching a vehicle impounded based on involvement in criminal activity. Obtain search authorization if required.

KEVIN E. BLANCHARD, Col. USAF
Commander, 355th Fighter Wing

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFMAN 31-201V7, *Security Forces Administration and Reports*, 28 August 2009
DMAFB Integrated Defense Plan, 11 August 2011
Arizona Revised Statutes, Title 28
AFI 31-218(I), *Motor Vehicle Traffic Supervision*, 15 July 2011
AFI 31-206, *Security Forces Investigations Program*, 16 September 2009
AFI 31-113, *Installation Perimeter Access Control*, 26 January 2012
AFI 31-101, *Integrated Defense*, 8 October 2009
AFI 91-207, *US Air Force Traffic Safety Program*, 12 September 2013

Abbreviations and Acronyms

AAFES--Army, Air Force Exchange Service
ADAPT--Alcohol and Drug Abuse Prevention and Treatment
ACJIS--Arizona Criminal Justice Information System
AF--Air Force
AFB--Air Force Base
AFI--Air Force Instruction
AFPD--Air Force Policy Directive
ANSI--American National Standards Institute
ARS--Arizona Revised Status
ATV--All Terrain Vehicle
BAC—Blood Alcohol Content
BDOC—Base Defense Operations Center
BrAC—Breath Alcohol Content
CAC--Common Access Card
CES--Civil Engineer Squadron
CSF--Chief, Security Forces
DBIDS—Defense Biometric Identification System
DFC—Defense Force Commander
DMAFB--Davis-Monthan Air Force Base
DoDI--Department of Defense Instruction
DoT--Department of Transportation
DUI--Driving Under the Influence
FBI--Federal Bureau of Investigation
FPCON--Force Protection Condition
FSS—Force Support Squadron
HQ ACC—Headquarters Air Combat Command, Langley AFB VA
IAW--In Accordance With
IDP--Integrated Defense Plan

MOA--Memorandum of Agreement
MPH--Miles Per Hour
MPF--Military Personnel Flight
MSF--Motorcycle Safety Foundation
NLT--Not Later Than
OHV—Off Highway Vehicle
ORM--Operational Risk Management
OPR--Office of Primary Responsibility
PA--Public Affairs
POA--Power of Attorney
POL--Petroleum, Oil and Lubricants
PPE--Personal Protective Equipment
PT--Physical Training
RDS--AF Records Disposition Schedule
SF--Security Forces
SFS--Security Forces Squadron
TCC—Tucson City Code
TDY--Temporary Duty
TMO--Traffic Management Office
TSWG--Traffic Safety Working Group
UCMJ--Uniform Code of Military Justice
VCC--Visitor Control Center

Supporting Information

355 FW/CC—355th Fighter Wing Commander
355 FW/JA—Staff Judge Advocate, 355th Fighter Wing
355 FW/SE—355th Fighter Wing Safety Office
355 FSS—355th Force Support Squadron
355 FSS/FSMPD—355th Force Support Squadron, Personnel Relocations
355 CES/CC—355th Civil Engineering Squadron Commander
355 MDOS/SGOHA—355th Medical Operations Squadron, Alcohol/Drug Abuse Prevention Element (ADAPT)
355 MDOS/SGOHMF—355th Medical Operations Squadron, Family Advocacy Program Element (FAP)
355 MSG/CC—355th Mission Support Group Commander
355 MSG/CCE—355th Mission Support Group Executive Officer
355 SFS/CC—Commander, 355th Security Forces Squadron
355 SFS/S5—Chief, Security Forces Administration Section, 355th Security Forces Squadron
355 SFS/S5R—355th Security Forces Squadron, Reports & Analysis Section
355 SFS/S3—355th Security Forces Squadron, Operations & Training Officer

355 SFS/S3O—355th Security Forces Squadron, Operations & Training Superintendent

355 SFS/S3S—355th Security Forces Squadron, Operations Support

355 SFS/S2I—355th Security Forces Squadron, Investigations Section

355 SFS/S5B—355th Security Forces Squadron, Pass and Badge Section

355 FSS—355th Force Support Squadron

355 MSG/CC—Commander, 355th Mission Support Group

355 LRS—355th Logistics Readiness Squadron

355 LRS/LGTM—355th Logistics Readiness Squadron, Vehicle Maintenance Section

Attachment 2

INSTALLATION RESERVED PARKING SPACES

- A2.1.1. Twelfth Air Force Commander
- A2.1.2. Twelfth Air Force Vice Commander
- A2.1.3. 355th Fighter Wing Commander
- A2.1.4. 355th Fighter Wing Vice Commander
- A2.1.5. Twelfth Air Force /355th Fighter Wing Command Chiefs
- A2.1.6. Group Commanders and Deputies
- A2.1.7. Squadron Commanders and Deputies
- A2.1.8. Unit First Sergeants
- A2.1.9. General Officers
- A2.1.10. Colonels
- A2.1.11. Chief Master Sergeants
- A2.1.12. Government Owned Vehicles
- A2.1.13. Civil Engineer Maintenance Vehicles (around mechanical rooms only)
- A2.1.14. Wing Quarterly Awards Winners
- A2.1.15. Handicapped
- A2.1.16. Visitors
- A2.1.17. Customers
- A2.1.18. Motorcycles
- A2.2. The Wing POC for this attachment is 355 CES. All additions, deletions and/or exceptions to this attachment must be coordinated through 355 CES.

Attachment 3

VEHICLE TRAFFIC CODE

A3.1. The purpose of the vehicle traffic code is to ensure that all personnel who operate a government owned vehicle (GOV) or privately owned vehicle (POV) are aware of the rules for operating vehicles on the confines of DMAFB. In addition, some Arizona state and Tucson city traffic codes are specified. Operators are responsible for obtaining further information regarding operating a vehicle off the confines of DMAFB.

A3.2. Policy: Driving on DMAFB is a privilege extended by the 355th Fighter Wing Commander. Individuals given this privilege will meet the standards established in this supplement. This supplement applies to all persons operating a motor vehicle, bicycle, or other human conveyance on DMAFB.

A3.3. Licensed Motor Vehicle Operators: Active duty military members may operate a motor vehicle with any valid U.S./international driver's license, provided they meet all prerequisites for licensing in that state/country and the license is not suspended or revoked. All other personnel will be licensed IAW ARS Title 28, Chapter 8. An AF Form 2293, US Air Force Motor Vehicle Operator Identification Card (computer-generated) is required to operate special purpose GOVs. TDY personnel will comply with the requirements of this supplement.

A3.4. Vehicles with expired vehicle registration will not enter, be operated on, or parked on the installation. Burden of proof is on the owner and/or operator. If verified through ACJIS, the citation will be issued as a "fix it" ticket. Operators will have 3 duty days to report to the BDOC and provide proof that their vehicle registration was valid and active at the time the citation was issued. Failure to do so will result in the citation being issued and (Non-moving, Expired Registration; 2 points) processed as a non-moving violation with 2 points being assessed.

A3.5. Vehicle Insurance: Members will maintain insurance coverage IAW ARS 28-4135. Security Forces will cite operators of vehicles who cannot show proof of valid insurance. Vehicle operators must carry proof of valid insurance on their person or in the vehicle at all times while on DMAFB, regardless of laws pertaining to their particular state of registration. The insurance card, in and of itself, is not proof of insurance if a motor vehicle check reveals otherwise (i.e., "suspended/cancelled"). Burden of proof is on the operator. Citations may be "fix it" tickets unless a motor vehicle check reveals otherwise (i.e., "suspended/cancelled"). Operators will have 3 duty days to report to BDOC and provide proof that their insurance was valid and active at the time the citation was issued. Failure to do so will result in a 1-year suspension of driving privileges. (Moving Violation, Driving Without Insurance; 1 year suspension)

A3.6. Anyone who displays or possesses a vehicle registration card, license plate, drivers license, or vehicle insurance card knowing it to be fictitious or to have been stolen, canceled, revoked, suspended or altered shall lose base driving privileges for 1 year. Active duty members may also face UCMJ action (Non-moving Violation, Failure to Obey, SFMIS generated).

A3.7. Operating an Unsafe Vehicle: Do not operate, cause, or permit operation of a motor vehicle if the vehicle creates a safety hazard (Moving Violation, Operating Unsafe Vehicle; 2 points).

A3.8. Joggers will wear reflective belts or vests while jogging on the installation during hours of darkness or during periods of limited visibility and must run against the flow of traffic. Not included in this provision is the base running track (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.9. Motorcycle/Moped/ATV/OHV operations.

A3.9.1. All motorcycles are entitled to full use of a traffic lane. Do not drive a motor vehicle in such a manner as to deprive any motorcycle the use of a lane. Apply the following rules while operating a motorcycle on or off base:

A3.9.1.1. Do not pass in the same lane occupied by the vehicle being overtaken (Moving Violation, Improper Passing; 3 points.)

A3.9.1.2. Do not drive between lanes of traffic, or through rows of stopped vehicles (Moving Violation, Improper passing; 4 points.)

A3.9.1.3. When more than one motorcycle is occupying a traffic lane they will drive in staggered file and not abreast (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.9.2. During daylight hours (sunrise to sunset), operators and passengers, military and civilians will wear “brightly colored” or “contrasting” vest, long-sleeved shirt, or jacket. During hours of darkness (sunset to sunrise), reflective material will be clearly visible from 360 degrees, provide at least 24 square inches of reflective surface on the rear, and will not be covered by backpacks or other Personal Protective Equipment (PPE). This applies to both operator and passengers. Flight line reflective belts worn in any configuration, do not meet the intent or requirement of applicable AFIs and DoDIs. Reflective material is not required during daylight hours (sunrise to sunset). Personal Protective Equipment requirements for motorcycle, motor scooter, moped and ATV operations by all personnel on DMAFB and for operation by military personnel off of Air Force installations in AFI 91-207, *U.S. Air Force Traffic Safety Program*. (Moving Violation, Fail To Obey General Order: Traffic; 3 points)

A3.9.2.1. “Sturdy footwear” is further defined and restricted to the following: “above the ankle (i.e., mid calf), protective in nature boots (leather, Moto-cross, etc.), with a firm material sole (leather, hard rubber)”. Tennis shoes, sneakers, open toed shoes of any kind do NOT meet any aspect of this requirement (Moving Violation, Fail To Obey General Order: Traffic; 3 points)

A3.9.2.2. Military personnel, DoD civilians and DoD contractors operating motorcycles, motor scooters or mopeds on DMAFB must complete a Motorcycle Safety Foundation (MSF) course that includes hands-on training and evaluation. Beginning riders will attend a 3-day course. All MSF course must be approved by 355 FW/SE

A3.9.2.3. Military personnel assigned to DMAFB must complete an approved Motorcycle Safety Foundation course before operating a motorcycle on or off the installation. Military personnel, DoD civilians and DoD contractors operating motorcycles, motor scooters or mopeds on DMAFB must present an MSF course completion card when requested by an authorized installation authority.

A3.10. Operation of Motorized Bicycles (Pedacycles, Mopeds, etc) and Equipment.

(Added) A3.10.1. Persons operating a motorized (gas or electric/battery) bicycle (pedacycle, moped, mini-motorcycle, etc.) on a road are subject to the same safety requirements as listed above. They will ride as near to the right side of the road as practical, exercising due care when passing a standing vehicle or one proceeding in the same direction of travel. When stopping, executing a right or left turn, the operator will execute the following hand signals with the left hand:

A3.10.1.1. Stopping: Left arm extended and bent downward (Moving Violation, Improper Turning Movements; 3 points).

A3.10.1.2. Left turn: Left arm extended (Moving Violation, Improper Turning Movements; 3 points).

A3.10.1.3. Right turn: Left arm extended and bent upward (Moving Violation, Improper Turning Movements; 3 points).

A3.10.1.4. Electric and gas-powered skateboards, scooters, and golf carts that have a platform for riders to stand on are not permitted on installation streets or sidewalks. Violators of this restriction will receive traffic citations. Moving Violation, Fail To Obey General Order: Traffic; 3 points

A3.11. Bicycles: Anyone operating a bicycle on the roadways of DMAFB is subject to the same laws and rules that apply to the operation of a motor vehicle, except those laws and rules that by nature do not apply. In addition;

A3.11.1. Cite persons operating bicycles illegally via DD Form 1408. Assess points as applicable. This may include loss of driving and/or bicycling privileges on base.

A3.11.2. Bicyclists will have their headlights turned on if riding 1 hour before sunset to 1 hour after sunrise or during periods of reduced visibility and during inclement weather. Bicycles will have a lamp on the front, which will emit a white light, visible from at least 500 feet to the front and a red reflector and tail light on the rear visible from at least 150 feet to the rear (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.11.3. Operators must properly wear an approved DoT, American National Standards Institute (ANSI), or Snell Memorial Foundation certified helmet (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.11.4. Operators must wear a reflective vest or belt during hours of darkness, periods of reduced visibility (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.11.5. Bicycle riders will ride no more than two abreast. Persons riding two abreast will not impede the flow of traffic and upon approach of such traffic will ride single file (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.11.6. Bicycle operators will ride to the extreme right side of the road and will use the shoulder of the road whenever possible (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.11.7. Bicycle racing on roadways is prohibited except for special events. Coordinate any racing event in advance with security forces and wing safety (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.12. Miscellaneous Modes of Transportation.

A3.12.1. Do not operate play wagons, carts, small two-wheel bicycles, tricycles, skates, etc., on the travel portion of streets or thoroughfares used by motor vehicles (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.12.2. Roller-blades, roller-skates, skateboards or scooters (non-powered) may be used in parking lots and on secondary roads during non-peak traffic hours only. Secondary roads are roadways not normally heavily traveled and where the speed limit does not exceed 15 Mph. Persons using roller-blades, roller-skates, skateboards or scooters will wear approved American National Standards Institute or Snell Memorial Foundation helmets that are properly strapped, elbow pads, kneepads and gloves. Skaters must skate with the flow of traffic on roadways. During the hours of darkness riders will wear retro-reflective vest/jacket or outer garment containing retro-reflective material. In addition, bicycles will be equipped with a white front light (not a reflector) visible for 500 feet and red rear reflector or light clearly visible from the rear of the bicycle from a distance of 300 feet. (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.12.4. Wearing portable headphones, earphones, cellular phones, iPods, or other listening and entertainment devices (other than hearing aids) while walking, jogging, running, bicycling, skating, or skateboarding on roadways is prohibited to all persons. Use of listening devices impairs the recognition of emergency signals, alarms, announcements, approaching vehicles, human speech, and outside noise in general.

A3.13. Speed limits for DMAFB (unless otherwise posted) are as follows.

A3.13.1. Areas on Base in MPH:

A3.13.1.1. Housing areas: 15

A3.13.1.2. Posted School Zones: 15

A3.13.1.3. Dormitories: 15

A3.13.1.4. Main Base (cantonment area): 30

A3.13.1.5. Parking lots/parking areas: 10

A3.13.1.6. EXCEPTION: Emergency vehicles when responding to an emergency

A3.14. Rules of the Road.

A3.14.1. Emergency Vehicles: Drivers will use due care and caution in responding to emergencies and will use emergency lights/devices as appropriate (Moving Violation, Other Moving Violation; 3 points).

A3.14.2. Special Purpose Vehicles: Do not operate special purpose vehicles (NB2, forklift, etc.) in excess of 15 Mph (Moving Violation, Speed Too Fast for Conditions; 2 points)

A3.14.3. Government vehicles: Government vehicles operating off base will not exceed the posted speed limits (Moving Violation, Reckless Driving; 6 points)

A3.14.4. Do not pass another moving vehicle, except bicycles, mopeds, or special purpose vehicles on DMAFB unless in a passing area (broken yellow line), and then only when safe to do so (Moving Violation, Improper passing; 4 points)

A3.14.5. Operators will not drive a vehicle on DMAFB at such a slow rate of speed as to impede or block the normal flow of traffic, except when necessary for safe operations (Moving Violation, Speed Too Slow; 2 points)

A3.15. Arizona Revised Statutes, Title 28, Chapter 4 addresses Arizona DUI/DWI laws.

A3.15.1. Alcohol and Open Container: Consumption of alcohol in or while operating a motor vehicle with an open container of any alcoholic beverage is prohibited for operators and passengers of POVs and GOVs (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.15.2. Operators will not drive or be in physical control of a motor vehicle while under the influence of any illicit drug. Driving a motor vehicle while under the influence of any legitimate medication, which renders a person incapable of driving safely is also an offense (Moving Violation, DWI; 1 year suspension)

A3.16. State Registration/License Plates.

A3.16.1. ARS Title 28, Chapter 7, Article 11, paragraph 28-2354: No one shall drive, nor will an owner permit to be operated or moved on any street or road, a motor vehicle (including motorcycles and mopeds) without a current valid license plate displayed (Moving Violation, Failure To Display License Plate; 1 point)

A3.16.2. ARS Title 28, Chapter 7, Article 5, paragraph 28-2153: No one shall drive, nor shall an owner of a motor vehicle allow operation upon any road or street, a motor vehicle on which the registration is canceled, revoked, suspended, or in any way rendered invalid. Registration under this paragraph includes all base registration and state registration requirements (Non-moving Violation, Expired not current registration; 2 points)

A3.16.3. No one shall display, permit to be displayed, have in their possession or lend any canceled, revoked, suspended, altered, fictitious, or fraudulently obtained base decal or pass (Non-moving Violation, Wrongful Use of Military Pass) May generate a SFMIS incident report..

A3.17. Posted Traffic Control.

A3.17.1. ARS Title 28, Chapter 3, Article 2, paragraph 28-622: Where an on-duty Security Forces member or a Tucson Unified School District school crossing guard are regulating traffic, the signals or directions will take precedence over any traffic sign or signal (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.17.2. Operators will obey all directions of a designated traffic control person performing official duties (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.18. Right-of-Way.

A3.18.1. Unmarked Intersection: When two vehicles approach an unmarked intersection at the same time and neither vehicle is on a priority road, the vehicle on the right shall have the right-of-way (Moving Violation, Fail To Yield; 4 points)

A3.18.2. Marked Intersection: Every vehicle approaching a stop sign must come to a complete stop at the clearly marked horizontal stop mark on the pavement, except as directed by security forces. If there is no stop mark, the vehicle must stop at a point at or before the stop sign, where the operator has a clear view of approaching traffic from all directions (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.18.3. ARS Title 28, Chapter 3, Article 9, paragraph 28-775: Upon seeing a responding emergency vehicle, immediately position your vehicle to the extreme right hand side of the road and come to a complete stop, until the responding vehicle passes your vehicle. No person shall follow an emergency vehicle responding with emergency equipment activated unless he/she is an active and authorized participant of the emergency response (Moving Violation, Failure To Yield to Emergency Vehicle; 4 points)

A3.18.4. ARS Title 28, Chapter 3, Article 10, paragraph 28-792: Yield the right of way to all pedestrians in or about to enter a crosswalk. To clarify, any part of the body, or an extension thereof, that has actually stepped into, or is about to step into the crosswalk (i.e., a pedestrian pushing a baby stroller) is considered "entering." However, pedestrians must ensure traffic yields/stops prior to crossing any street (Moving Violation, Failure To Yield to Pedestrians in Crosswalks; 3 points) (+1 for school crossing)

A3.18.5. Yield the right-of-way to any vehicle or pedestrian engaged in road construction whether or not control devices are present (Moving Violation, Failure to Yield; 4 points).

A3.18.6. ARS Title 28, Chapter 3, Article 12, paragraph 28-855: If a collision occurs as the result of a driver failing to stop at a stop or yield sign (designated by the horizontal white lines), that driver shall be deemed as having failed to yield, resulting in an accident (Moving Violation). (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points) (+1point for causing accident)

A3.18.7. ARS Title 28, Chapter 3, Article 12, paragraph 28-857: School Buses: All vehicle operators will stop for school buses that are unloading/loading children. This includes vehicles on the opposite side of an undivided roadway (Moving Violation, Fail to Stop for Bus; 4 points)

A3.19. Intersections.

A3.19.1. ARS Title 28, Chapter 3, Article 12, paragraph 28-855: All vehicles approaching a yield sign must slow down and prepare to stop, except as directed by security forces. (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.19.2. Yield to vehicles already in an intersection or approaching an intersection (Moving Violation, Failure To Yield; 4 points)

A3.19.3. ARS Title 28, Chapter 3, Article 12, paragraph 28-856: Yield to vehicles and pedestrians on the intersecting roadway when exiting unmarked parking lots and/or alleyways (Moving Violation, Failure to Yield; 4 points).

A3.19.4. ARS Title 28, Chapter 3, Article 9, paragraph 28-771: When two vehicles enter or approach an intersection from different streets or highways at approximately the same time, the driver of the vehicle on the left shall yield the right-of-way to the vehicle on the right. (Moving Violation, Failure to Yield; 4 points)

A3.19.5. Do not stop a vehicle in such a position at a yield sign or stop sign that it will constitute a safety hazard or interferes with the safe turn or any other vehicle negotiating a turn (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.19.6. Left or Right Turn: No person shall fail to yield prior to turning his or her vehicle into the path of approaching vehicles (Moving Violation, Failure to Yield; 4 points).

A3.20. Parking. UNLESS OTHERWISE NOTED ALL PARKING VIOLATIONS CITED NON-MOVING VIOLATION, IMPROPER PARKING; 2 POINTS

A3.20.1. Reserved Parking: Reserved parking slots are so designated based on a 24-hour period (Non-moving Violation).

A3.20.2. Authorized Parking: Parking is authorized only on paved surfaces that are marked with white lines specifically for parking. EXCEPTION: Authorized parking areas near or adjacent to buildings/facilities without grasses (i.e., gravel parking areas). Parking areas established during special events are authorized parking areas (Non-moving Violation).

A3.20.3. Prohibited Parking: Parking is not authorized in the areas identified below:

A3.20.3.1. Parking across marked parking slots within a valid parking area (Non-moving Violation).

A3.20.3.2. Parking in such a manner as to obstruct the free access to or from an authorized parking area/slot (Non-moving Violation).

A3.20.3.3. Double parking (Non-moving Violation).

A3.20.3.4. Unauthorized parking in a reserved slot (Non-moving Violation).

A3.20.3.5. Parking in or along fire lanes (Non-moving Violation).

A3.20.3.6. Blocking driveways or walkways (Non-moving Violation).

A3.20.3.7. On seeded or grassy areas (Non-moving Violation).

A3.20.3.8. On the shoulder of a road, unless in an emergency (Non-moving Violation).

A3.20.3.9. Impeding the flow of traffic, except for the loading/unloading of passengers or cargo (Non-moving Violation).

A3.20.3.10. More than 12 inches from the curb (except in housing areas) (Non-moving Violation).

A3.20.3.11. Parking in any area not designated for parking (Non-moving Violation).

A3.20.3.12. Parking within 25 feet of intersections (Non-moving Violation).

A3.20.3.13. (Added) Parking within 25 feet of fire hydrants (Non-moving Violation).

A3.20.3.14. Parking is prohibited when parked opposite the direction of traffic flow (Non-moving Violation).

A3.20.3.15. Within 20 feet of a dumpster (Non-moving Violation).

A3.20.3.16. Parking in a Handicap Reserved Space (Non-moving Violation, Improper Parking; 2 points)

A3.21. Wrong Way on a One-Way Street: No person shall operate a motor vehicle in a direction contrary to the flow of traffic on a posted one-way street (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.21.1. Persons operating motor vehicles within parking lots will follow the traffic flow directional arrows and will not park across marked lines of parking stalls (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.22. “U” Turns: “U” Turns are prohibited on base. **EXCEPTION:** Emergency response vehicles responding to an emergency (Moving Violation, Improper Turning Movements; 3 points)

A3.23. No Thoroughfare: No person shall drive their vehicle through an area marked for delivery vehicles only or marked as prohibiting thoroughfare (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.24. Safety Standards.

A3.24.1. ARS Title 28, Chapter 3, Article 15, paragraph 28-909: No person shall operate a motor vehicle without seatbelts, except a motorcycle or motorized bicycle. Operators and passengers must wear seatbelts while the vehicle is in motion. POVs and GOVs must have serviceable seatbelts installed for the driver and each passenger and worn at all times on and off the installation. Automatic seatbelts will not be disconnected and must be used IAW the manufacturer’s requirements. **EXCEPTION:** Vehicles identified in Para 4.2.3.2.4. and passenger buses only need protective devices at the driver’s position (Moving Violation, Seat Belt Violation; 4 points)

A3.24.2. ARS Title 28, Chapter 3, Article 15, paragraph 28-904: No person shall drive upon a sidewalk unless directed by Security Forces during emergency or exigent circumstances (Moving Violation, Other Moving Violation involving Driver Behavior; 3 points)

A3.24.3. ARS Title 28, Chapter 3, Article 15, paragraph 28-893: No person shall drive a vehicle when passengers, cargo or any materials (including, but not limited to, dirt and mud) obstruct the view of the driver or interfere with the driver’s control (Moving Violation, Other Moving Violation involving Driver Behavior; 3 points)

A3.24.4. ARS Title 28, Chapter 3, Article 15, paragraph 28-905: No person shall open a vehicle door as to interfere with traffic flow (Non-moving Violation, Fail To Obey General Order: Traffic; 3 points.).

A3.24.5. ARS Title 28, Chapter 3, Article 15, paragraph 28-907: No person shall operate a motor vehicle on the highways when transporting a child who is under 5 years of age unless that child is properly secured in an approved child restraint system.(Moving Violation, Seat Belt: Child in a Restraint System; 2 points.)

A3.24.6. No person shall drive a vehicle with a child, person or animal positioned between the body of the driver and the steering wheel (Moving Violation, Fail To Obey General Order: Traffic; 3 points)

A3.25. Do not perform any major vehicle maintenance (i.e., transmission or engine repair) in any parking lot or on any roadway located on DMAFB (Non-moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.26. Unattended Vehicles: No person shall leave a GOV or a POV unattended with the engine running for any period of time, with the exception of on-duty emergency responders (Non-Moving Violation, Fail To Obey General Order: Traffic; 3 points)).

A3.27. Unattended Children: No child under the age of 12 or animal will be left unattended in a motor vehicle for any amount of time. Any person leaving a child unattended in a vehicle may be charged with child neglect (Non-moving Violation, Child Neglect or Animal Cruelty; 6 points) SFMIS incident report needs to be accomplished.

A3.28. Military Formations: Military formations are defined as an organized body of personnel numbering at least 10 individuals.

A3.28.1. When approaching a military formation from the front, vehicles may pass the formation at a maximum speed of 10 MPH. (Moving Violation, Speed Too Fast for Conditions; 2 points)

A3.28.2. Vehicle operators will sound the horn and wait for the road guards to recognize them when approaching the formation from the rear. The vehicle will proceed around the formation in a prudent manner after recognition and direction from the road guards (Moving Violation, Improper Passing; 4 points)

A3.28.3. Retreat: All vehicles will stop during the playing of Retreat and the National Anthem. **EXCEPTION:** Emergency vehicles responding to an incident (Fire, Security Forces, Hospital, Base Operations, Wing Safety) (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.29. Backing: All GOVs will have a ground guide (spotter) present during any operation. If alone, the operator will conduct an exterior visual check of the area where backing will occur before getting into the vehicle and backing up (Moving Violation, Other moving Violation involving driver behavior; 3 points)

A3.30. Passing.

A3.30.1. ARS Title 28, Chapter 3, Article 7, paragraph 28-724: Passing on the right side of the roadway is permitted only when the vehicle being overtaken is preparing to make a left turn.

The operator must do so in a safe manner and remain on the roadway. Unpaved shoulders are not considered to be on the roadway (Moving Violation, Improper Passing; 4 points).

A3.30.1.1. ARS Title 28, Chapter 3, Article 7, paragraph 28-723: Passing on the left side of the roadway is permitted only when a broken strip centerline indicates passing is permitted (Moving Violation, Improper Passing; 4 points).

A3.30.1.2. Return to the original lane of travel as soon as practical after passing, when safe to do so and within a safe distance of oncoming traffic (Moving Violation, Improper Passing; 4 points).

A3.31. ARS Title 28, Chapter 3, Article 7, paragraph 28-729: If roads are divided into two lanes, vehicles will be driven in the center of the lane of travel, except when passing, where authorized (Moving Violation, Other Moving Violation involving Driver Behavior; 3 points)

A3.31.1. Vehicles will not straddle the centerline. A vehicle may cross the centerline when passing or negotiating a left turn (Moving Violation, Other Moving Violation involving Driver Behavior; 3 points)

A3.31.2. Adjust the vehicle speed to that of present traffic as soon as possible after negotiating a turn onto another street (Moving Violation, Other Moving Violation involving Driver Behavior; 3 points)

A3.31.3. Maintain a minimum safe distance between vehicles. The minimum following distance is one-half car length for every 10 mph. Extreme weather conditions may necessitate longer distances (Moving Violation, Following Too Close; 4 points)

A3.32. Traffic Cones/Sanctions/Barriers. Tampering or moving cones/sanctions/barriers placed by Security Forces or Civil Engineering is prohibited (Moving Violation, Failure To Obey Traffic Signals or Traffic Instructions of an Enforcement Officer or Traffic Warden; or Any Official Regulatory Traffic Sign or Device Requiring a Full Stop or Yield of Right of Way; Denying Entry; or Requiring Direction of Traffic; 4 points)

A3.33. Inclement Weather: Headlights will be turned on during inclement weather that might impede vision (i.e., fog, rain, etc) (Moving Violation, Other Moving Violation involving Driver Behavior; 3 points)

A3.34. License Plates: Owners/operators of vehicles will ensure license plates are securely fastened with bolts, screws, or brackets to the rear (and front, where applicable) bumper(s) or the manufacturers designated location. String, tape or wire will not be used to secure license plates. Vehicles will not have any type cover or decorative border around or on it that impedes viewing the plate number and/or registration decal) (Moving Violation, FIX-IT TICKET, Fail To Obey General Order: Traffic; 3 points).

A3.34.1. Immediately report lost/stolen license plates to the state of registration and Davis-Monthan Security Forces Control Center.

A3.35. Pedestrian Responsibilities ARS Title 28, Chapter 3, Article 10, paragraph 28-791 through 797.

A3.35.1. Pedestrians are subject to and must abide by traffic laws and control signals. (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.35.2. It is unlawful to walk along or upon a roadway, where a sidewalk is available (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.35.3. Pedestrians must use the shoulder of the road as far as practical from the roadway, where a sidewalk is unavailable (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.35.4. No games or sporting activities will be carried out on the road. Jogging and walking is allowed on roads, against the flow of traffic (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.35.5. No person shall suddenly walk or run into the path of a vehicle (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.35.6. When provided, pedestrians must use crosswalks when crossing roads (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.36. Noise ARS Title 28, Chapter 3, Article 16, paragraph 28-955 through 955.02.

A3.36.1. Excessively loud mufflers and sound systems constitute a safety hazard as they prevent operators from hearing emergency sirens and vehicle horns; therefore, no vehicle will operate with an excessively loud muffler or sound system. Motorcycles will have baffles in the exhaust pipes. Car stereos will not be played excessively loud on base. Excessively loud is considered able to be heard within 50 feet outside of the vehicle (Moving Violation, Other Moving Violation Involving Driver Behavior; 3 points).

A3.37. Riding in the beds of GOV or POV pick-up trucks, covered or uncovered, is prohibited with the exception of responding/dispatched emergency vehicles on DMAFB, and unless the vehicle is equipped with occupant restraint devices in the bed (GOVs designed as troop carriers that have factory installed seats/benches are exempt from occupant restraint requirements). Commanders will conduct an Operational Risk Management (ORM) Analysis in accordance with AFI 90-901, *Operational Risk Management*, before exceeding the availability of designated seating in Air Force passenger vehicles and develop procedures for safe operation, i.e., number of personnel, tailgates up, no cargo in bed, etc (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.38. Towing procedures ARS Title 28, Chapter 3, Article 18, paragraph 28-1108.

A3.38.1. Utilize a tow bar or approved towing apparatus when towing another vehicle. If a tow bar is not used, the vehicle being towed must have an operator who can stop the towed vehicle in an emergency. The vehicle being towed must use its emergency flashers. Vehicles will not be towed at speeds exceeding 10 mph, unless the vehicle is being towed by a wrecker service. This does not apply to semi-trailers, personal campers, or boat trailers; however, turn signals are required on trailers (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.38.2. Do not tow two or three-wheeled vehicles with another vehicle (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.38.3. When one vehicle is towing another, the tow bar or other connection will be of sufficient strength to pull all the weight towed. The tow bar or other connection will not exceed 15 feet in length (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.38.4. When one vehicle is towing another, a white or red flag or cloth, not less than 12 inches square, will be attached to the center of the towline (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.38.5. No one shall push a vehicle with another vehicle while on DMAFB. Exception: 355 LRS may push vehicles with another vehicle in performance of their duties (Moving Violation, Fail To Obey General Order: Traffic; 3 points).

A3.39. Accident Reporting.

A3.39.1. Individuals involved in a major vehicle accident must report the accident immediately to the BDOC by the most expeditious means possible. The operator of any Government vehicle involved in a similar accident off the installation must immediately notify the local civilian law enforcement agency having jurisdiction, as well as law enforcement personnel of the nearest military installation. Minor vehicle accidents must be reported to the BDOC within 24 hours. Information in the written report cannot be used in criminal proceedings against the person submitting it unless it was originally categorized a hit and run and the violator is the person submitting the report. Rights advisement will be given prior to any criminal traffic statements provided by violators.

A3.40. No person shall place, dispose, throw, or permit to be deposited or scattered, any waste, refuse, litter, paper or foreign substance in or upon any road or street within the confines of DMAFB. **Note:** Cigarette butts are included in this provision (Moving Violation, Littering; 0 points).

A3.41. No person shall chase a traffic violator except on-duty Security Force members operating Security Forces vehicles equipped with authorized emergency/safety equipment (Moving Violation, Other Moving Violation Involving Driver Behavior; 3 points).

A3.42. No person shall attach himself/herself to any moving vehicle while riding a motorcycle, moped, bicycle, skateboard, coaster, roller skates or similar device (Moving Violation, Other Moving Violation Involving Driver Behavior; 3 points).

A3.43. Obscene/provoking markings. No motor vehicle operated upon the public highways or on DMAFB, shall bear upon any part of such vehicle or its attachments any plate, stickers, card, tag, lettering, markings or pictures of an obscene, vulgar, racist, or sexist nature (Non-moving Violation, Obscene Material; 0 points).

A3.44. No person shall drive or operate a motor vehicle across an unprotected fire hose if the hose is laid down on a street or driveway to be used at a fire or alarm of a fire. This does not apply if fire officials at the scene direct traffic to drive over the hose (Moving Violation, Other Moving Violation Involving Driver Behavior; 3 points).

Attachment 4

VEHICLE MECHANICAL/SAFETY CRITERIA AND STANDARDS

A4.1. POVs operated within the confines of Davis-Monthan Air Force Base must meet basic safety criteria and standards. All POVs operating on the installation will comply with Arizona vehicle safety standards.

UNLESS OTHERWISE NOTED ALL MECHANICAL/SAFETY VIOLATIONS WILL BE ISSUED "FIX-IT TICKETS" CITED AS OPERATING UNSAFE VEHICLE, 2 POINTS ASSESSED IF DISCREPANCY NOT REPAIRED.

A4.2. Electrical System:

A4.2.1. Headlights.

A4.2.1.1. ARS Title 28, Chapter 3, Article 16, paragraph 28-921 and 28-924: Headlights will be operational and must function as originally designed by the manufacturer of the vehicle. Motor vehicles other than motorcycles, all-terrain vehicles and motor driven cycles shall be equipped with at least two headlights, with at least one on each side of the front of the vehicle.

A4.2.1.2. A motorcycle, all-terrain vehicle and motor driven cycle shall be equipped with at least one, but not more than two headlights, pursuant to ARS Title 28, Chapter 3, Article 16, paragraph 28-921.

A4.2.1.3. Headlight High and Low Beams. Adjust headlight high and low beams correctly. Tinted headlight lenses (such as yellow lenses commonly used in France) are prohibited. Fog lights installed as headlights are not authorized.

A4.2.1.4. Alignment and Height. Adjust headlight high and low beams so the light pattern strikes the mechanical headlight alignment device or alignment board within the specified range. Headlights must be visible from a distance of 500 feet ahead. Headlights may not be located more than 54 inches in height or less than 24 inches in height as measured from the center of the lamp to level ground.

A4.2.2. Taillights.

A4.2.2.1. ARS Title 28, Chapter 3, Article 16, paragraph 28-925: All motor vehicles shall be equipped with at least one taillight mounted on the rear. This light shall emit a red light plainly visible from a distance of 500 feet to the rear. The taillight shall be located at a height not to exceed 60 inches or less than 15 inches as measured from the center of the lamp to level ground, without a load.

A4.2.2.2. Either a taillight or separate light shall be placed in a manner that illuminates with a white light the rear license plate and renders it visible from a distance of 50 feet to the rear. This light(s) shall be wired to illuminate the license plate whenever the headlights or auxiliary (parking) lights are on.

A4.2.3. Parking Lights. Vehicles will be equipped with operational parking lights.

A4.2.4. Turn Signals.

A4.2.4.1. ARS Title 28, Chapter 3, Article 16, paragraph 28-939: A POV will be equipped with directional signals as part of the lighting system. Directional lights, light indicators, switches, flashers and wiring must be operational and the external directional lights must be visible for at least 100 feet in normal daylight to the front and rear of the POV. Lights mounted on the fenders will be operational.

A4.2.4.2. Turn signals will be white, amber, or red, and matching.

A4.2.5. Reverse Lights (Back up Lights). If equipped by the manufacturer, back up lights will be operational and function only when the transmission is in reverse gear. The use of a toggle switch to operate back up lights is prohibited.

A4.2.6. Brake Light. Privately Owned Vehicles, except motorcycles and mopeds, must have two or more stoplights and taillights. Third brake lights installed by the manufacturer must be operational. Brake lights must emit a red light visible from 500 feet in normal sunlight. Taillights must emit a red light visible from 100 feet in normal sunlight. Motorcycles and mopeds must have at least one working taillight and brake light. Both the hand and foot levers must operate the brake light. All manufacturer-installed brake lights will be serviceable.

A4.2.7. Emergency Lights (Hazard or Four-Way). POVs, when equipped with a four-way flasher system (such as hazard lights), must be able to operate with the ignition on or off. Headlights, parking lights, taillights, turn signals, four-way flashers, license plate light, and stoplights must work.

A4.3. Tires.

A4.3.1. The tread depth of POV and trailer tires will be at least 1 mm (2/32 of an inch) over the entire traction surface. The use of re-grooved tires is permitted.

A4.3.2. Tires will be free from chunking, breaks, bumps, knots, bulges, or dry rot. Tire cords or belting materials will not be visible to the naked eye or when probed.

A4.4. Seat Belts.

A4.4.1. Seat belts will not be altered in any way, shape, form or fashion from the manufacturer's design.

A4.5. Visibility.

A4.5.1. Windows and Windshields. Cracks in any part of the windshield that obstruct the driver's field of vision will be considered unsafe. Fix-it ticket procedures will be applied.

A4.5.2. Side and back windows will be free of any cracks, breaks, or discoloration. All glass must meet original manufacturer's specifications and be correctly installed in the vehicle. Substitutes such as Plexiglas, clear plastic, or other materials will not be used.

A4.6. Mirrors (Inside/Outside).

A4.6.1. as a minimum, vehicle must have a rearview mirror inside the vehicle and a side view mirror on the driver's side door. Vehicles originally equipped with a passenger's side mirror must also have that mirror installed.

A4.6.2. Cracks, breaks, loosely mounted mirrors, or other conditions that affect driver vision are not acceptable.

A4.7. Windshield wipers. ARS Title 28, Chapter 3, Article 16, paragraph 28-957.

A4.7.1. Windshield wipers will be operational.

A4.7.2. Wiper blades will be free of tears, cracks, or dry rot so as not to interfere with driver vision.

A4.8. Horn. ARS Title 28, Chapter 3, Article 16, paragraph 28-954.

A4.8.1. POVs must be equipped with a horn(s) capable of being heard from a minimum of 200 feet away. Buttons must control the horn or other devices installed on the steering wheel unless equipped otherwise by the manufacturer.

Attachment 5

TDY/LONG-TERM PARKING PASS

Rank/Name: _____

Unit/DSN: _____

Vehicle Year/Color/Make/Model/Reg #: _____

TDY Inclusive Dates: _____

Local Address: _____

POC Name/Phone: _____

(Person who resides locally who can be contacted to respond to vehicle issues)

First Sergeant Signature/Date

(Place this copy on dashboard)

TDY/LONG-TERM PARKING PASS

Rank/Name: _____

Unit/DSN: _____

Vehicle Year/Color/Make/Model/Reg #: _____

TDY Inclusive Dates: _____

Local Address: _____

POC Name/Phone: _____

(Person who resides locally who can be contacted to respond to vehicle issues)

First Sergeant Signature/Date